

February 25, 2019 - March 3, 2019

February 2019						
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March 2019						
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Monday, February 25

- 9:30am - 10:30am Pre-Trial Supervision Meeting - Jane (Commissioner Weber's Office) - Fogerty, Bonnie
- 10:30am - 12:30pm Center for Mental Health Meeting - Jane (C4MH) - Weber, Jane ☐
- 12:00pm - 1:30pm MACo Legislative call - Joe - Briggs, Joe ☐
- 2:00pm - 3:30pm Meeting with Sheriff Slaughter - ALL (Commission Chambers) - Baker, Kyler
- 4:00pm - 5:30pm NHA Board Meeting - Jane (Civic Center) - Weber, Jane ☐

Tuesday, February 26

- 9:30am - 10:30am C4MentalHealth Finance Mtg - Jane (C4MH) - Weber, Jane ☐
- 9:30am - 10:30am Commission Meeting - All (Commission Chambers) - Fogerty, Bonnie
- 3:30pm - 4:30pm DUI Taskforce Meeting - Jim (Gret Falls Pre-Release Center) - Fogerty, Bonnie ☐
- 4:30pm - 5:30pm Library Board Meeting - Jane (GF Library) - Weber, Jane ☐

Wednesday, February 27

- ☐ 7:00am - 9:00am Chamber of Commerce board of Directors meeting - Joe (Chamber office) - Briggs, Joe ☐
- 11:45am - 1:45pm Optimist Club of GF - Weekly appointment for Joe (Holiday Inn) - Briggs, Joe ☐
- 12:00pm - 1:30pm Gateway Board of Directors Meeting - Jane (Gateway Office) - Fogerty, Bonnie ☐
- 12:30pm - 1:30pm ExpoPark Advisory Board Meeting - Joe (ExpoPark Paddock Club) - Fogerty, Bonnie ☐
- 2:00pm - 3:00pm CHCC Updates with Trista Besich - All (Commission Chambers) - Fogerty, Bonnie ☐
- 2:00pm - 3:00pm Copy: CHCC Updates with Trista Besich - All (Commission Chambers) - Fogerty, Bonnie ☐

Thursday, February 28

- 8:30am - 9:30am BO/Grant Updates with Mary Embleton - All (Commission Chambers) - Fogerty, Bonnie ☐
- 4:00pm - 5:30pm The History Museum Board - Jane (The History Museum) - Weber, Jane ☐

Friday, March 1

- 12:00am NACO Legislative conference - Joe (DC) - Briggs, Joe →

Saturday, March 2

- ☐ ← NACO Legislative conference - Joe (DC) - Briggs, Joe →
- 7:00am NACO Legislative conference - Joe (DC) - Briggs, Joe →

Sunday, March 3

- ☐ ← NACO Legislative conference - Joe (DC) - Briggs, Joe →
- ← NACO Legislative conference - Joe (DC) - Briggs, Joe →

March 4, 2019 - March 10, 2019

March 2019						
Su	Mo	Tu	We	Th	Fr	Sa
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April 2019						
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Monday, March 4

- ☐ ← NACO Legislative conference - Joe (DC) - Briggs, Joe →
- ☒ ← NACO Legislative conference - Joe (DC) - Briggs, Joe →
- ☒ 9:00am - 10:00am Staff Meeting - All (Commission Meeting) - Fogerty, Bonnie ☉
- ☒ 12:00pm - 1:30pm MACo Legislative call - Joe - Briggs, Joe ☉
- ☒ 3:00pm - 5:00pm Cascade County Mental Health Local Advisory Council Meeting - JANE (C4MH) - Weber, Jane ☉
- ☒ 3:00pm - 5:00pm MTDA Executive Committee Meeting - Joe (Chamber Video Conference Room) - Briggs, Joe ☉

Tuesday, March 5

- ☐ ← NACO Legislative conference - Joe (DC) - Briggs, Joe →
- ☒ ← NACO Legislative conference - Joe (DC) - Briggs, Joe →
- ☒ 8:00am - 9:00am Radio - STARadio - Jane (STARadio studio) - Weber, Jane ☉
- ☒ 10:00am - 11:00am Copy: IT Updates - All (Commission Chambers) - Fogerty, Bonnie ☉
- ☒ 10:00am - 11:00am IT Updates - All (Commission Chambers) - Fogerty, Bonnie ☉
- ☒ 11:00am - 1:00pm MAC Executive Committee - Joe (Chamber) - Briggs, Joe ☉
- ☒ 3:00pm - 4:30pm Mid-Term Meeting with Legislators - ALL (Gibson Room at Civic Center) - Weber, Jane

Wednesday, March 6

- ☐ ← 12:00am NACO Legislative conference - Joe (DC) - Briggs, Joe
- ☒ ← 7:30am NACO Legislative conference - Joe (DC) - Briggs, Joe
- ☒ 7:00am - 8:30am Central MT Radio - Jane (Rainbow Hotel) ☉
- ☒ 11:30am - 1:30pm Board of Health Meeting - Jane (CCHD) - Weber, Jane ☉
- ☒ 11:45am - 1:45pm Optimist Club of GF - Weekly appointment for Joe (Holiday Inn) - Briggs, Joe ☉
- ☒ 2:00pm - 3:00pm Work Session - All (Commission Chambers) - Fogerty, Bonnie ☉
- ☒ 3:00pm - 4:30pm TAG Meeting - Jane (Black Eagle Community Center) - Weber, Jane ☉

Thursday, March 7

- ☒ 8:00am - 10:00am GFDA Board Meeting - Jane (Heritage Hall) - Weber, Jane ☉
- ☒ 8:00am - 10:00am GFDA Board Meeting - Joe (GF College - Heriatge Hall) - Briggs, Joe ☉
- ☒ 11:30am - 5:00pm Attorney General's Public Safety Advisory Council Meeting - Joe (Capitol Rm 472) - Briggs, Joe ☉
- ☒ 1:00pm - 2:00pm NACO T&T Conference Call - Joe (Joe's Office) ☉

Friday, March 8

Saturday, March 9

- ☒ 10:00am - 12:00pm Family Connections Brain Building Expo - ALL

Sunday, March 10

TREASURER'S MONTHLY REPORT-BANK BALANCES, INVESTMENTS, REVENUES AND DISBURSEMENTS

January 31, 2019

BANK BALANCES:

	STATEMENTS
US BANK MASTER ACCOUNT	\$ 4,849,300.94
TOTAL	<u>\$4,849,300.94</u>

INVESTMENTS:

MT Board of Investments - Short Term Investment Pool (STIP)	\$33,073,456.85
TOTAL	<u>\$33,073,456.85</u>

GRAND TOTAL	<u><u>\$37,922,757.79</u></u>
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OTHER BANK BALANCES:

	STATEMENTS
CLERK OF COURT RESTITUTION	\$ 13,626.11
SHERIFF'S COMMISSARY	\$ 9,322.92
SHERIFF'S CIVIL	\$ 6,577.00
SHERIFF'S EVIDENCE	\$ 49,924.93
JUSTICE COURT OLD TRUST	\$ 1,358.59
JUSTICE COURT NEW TRUST	\$ 9,251.94
TOTAL	<u>\$ 90,061.49</u>

RECEIPTS:

MOTOR VEHICLE	\$ 1,091,842.38
PROPERTY TAX	\$ 690,020.52
REVENUE RECEIPTS	\$ 3,565,929.07
TOTAL	<u>\$5,347,791.97</u>

DISBURSEMENTS: Made in the current month.

MONTANA MOTOR VEHICLE DIVISION	\$ 812,583.90
MONTANA DEPT. OF REVENUE	\$ 111,334.54
CITY OF GREAT FALLS	\$ 285,246.63
GREAT FALLS PUBLIC SCHOOLS	\$ 166,130.14
MISC. REMITTANCES	\$ 34,213.80
TOTAL	<u>\$ 1,409,509.01</u>

AGENDA # _____

DATE _____

AGENDA REPORT

Prepared for the

CASCADE COUNTY COMMISSION

ITEM Approved checks issued since 01/19/2019

PRESENTED BY: Cascade County Clerk & Recorder/Auditor

The Board of County Commissioners has approved invoices and accounts payable checks # 292452 through #292552 totaling \$515,423.22 and EFT's #9101081 through 9101084 totaling \$233,771.59 for an A/P total of \$1,094,724.26 dated 01/19/19 thru 01/25/19.

A listing of all paid checks is available in the Cascade County Commissioners Office.

AGENDA # _____

DATE _____

AGENDA REPORT

Prepared for the

CASCADE COUNTY COMMISSION

ITEM Approved checks issued since 01/26/2019

PRESENTED BY: Cascade County Clerk & Recorder/Auditor

The Board of County Commissioners has approved invoices and accounts payable checks # 292553 through #292758 totaling \$405,890.55 and EFT #9101085 through #9101094 totaling \$ 1883.61 for an A/P total of \$407,574.16 dated 01/28/19 thru 02/01/2019.

In addition, payroll checks #93594 through #93666 were issued totaling \$ 53,874.01 and EFT's 5225793 through 5226736 were made totaling \$ 1,054,471.136 for a payroll total of \$ 1,108,345.14 for the month of January 2019.

A listing of all paid warrants is available in the Cascade County Commissioners Office.

CASCADE COUNTY COMMISSION MEETING

February 5, 2019

COMMISSION CHAMBERS

COURTHOUSE ANNEX, ROOM 111

9:30 A.M.

Commission Journal #59

Notice: Pursuant to MCA 2-3-212(1), the official record of the minutes of the meeting is in audio form, located at cascadecountymt.gov and the Clerk and Records Office. This is a written record of this meeting to reflect all the proceedings of the Board. MCA 7-4-2611 (2) (b). Timestamps are indicated below, in red, and will direct you to the precise location should you wish to review a specific agenda item audio segment. These are in draft form until officially approved on February 26, 2019.

Commission: Chairman Joe Briggs, Commissioner James L. Larson and Commissioner Jane Weber

Staff: Carey Ann Haight – Deputy County Attorney, Les Payne – Deputy Public Works Director, Sandor Hopkins – Planner, Mary Embleton – Budget Officer, Scott VanDyken – CCSO, Bonnie Fogerty – Commission Office and Kyler Baker – Deputy Clerk and Recorder

Public: Jon Brownlee and Jenn Rowell – Media

Call to Order: Chairman Briggs called the meeting to order.

Reading of the Commissioners' calendar: Bonnie Fogerty read the calendar. 00:26

Purchase orders and accounts payable checks: *See agenda for payment information.* Commissioner Larson made a **MOTION** to approve purchase orders and accounts payable warrants.

Motion carries 3-0 03:24

Consent agenda: Routine day-to-day items that require Commission action. Any Commissioner may pull items from the Consent Agenda for separate discussion/vote.

Approval of the Minutes and Consent Agenda Items: Commissioner Larson made a **MOTION** to (A) Approve minute entries (January 8, 2019; January 16, 2019), (B) Approval of Routine Contracts as Follows:

Consent Agenda

Contract 19-11: Construction Agreement Federal Aid Project No. UPP 5299(131) GF South-Urban, UPN 9511000 Between: MT Department of Transportation, the City of Great Falls and Cascade County for the overlay on Lower River Road, 55th & 13th Street South in Great Falls, Montana. 03:56

CITY COUNTY HEALTH DEPARTMENT

Resolution 19-11: Budget Appropriation increasing funds for the CCHD Public Health Emergency Program (PHEP) Total Amount: \$39,507. (Ref: Contract 18-205, R0365285) 04:24

Contract 19-10: Establishing Cascade County Local Emergency Planning Committee (LEPC) Bylaws 04:43

Contract 19-14: Memorandum of Understanding between CCHD and Montana State University Billings. Purpose: Jointly conducting the clinical experiences in the RN to BSN Degree Completion Program. Effective: Normal academic year-commencing 2018-2019 with an annual review. 04:53

Motion carries 3-0 05:29

AGENDA ITEM #1 05:34

Motion to Approve or Disapprove:

Mountainside Mini Storage Buildings for Lease or Rent Application

Location: Tract 22B, Greer Tracts, Section 10, Township 20N, Range 03E

Initiated by: Jon Brownlee

Sandor Hopkins, Planner, elaborates. 05:57-10:20

Jon Brownlee, 5625 York Road, Helena, MT, answers questions. 16:44

Motion carries 3-0 18:21

AGENDA ITEM #2 18:30

Motion to Approve or Disapprove:

Contract 19-13: Award of ADC K-Pod Locks

Southern Folger Detention Equipment Company Total Project Cost: \$51,231.98

Les Payne, Deputy Public Works Director, elaborates. 18:50

Motion carries 3-0 23:45

Public Participation in decisions of the Board and allowance of public comment on matters the Commission has jurisdiction, on items not covered by today's agenda. (MCA 2-3-103)

Public Comment: NONE

Adjournment: Chairman Briggs adjourned this Commission Meeting at 10:29 a.m.

CASCADE COUNTY SPECIAL COMMISSION MEETING

February 15, 2019

COMMISSION CHAMBERS

COURTHOUSE ANNEX, ROOM 111

9:30 AM

Commission Journal #58

Notice: Pursuant to MCA 2-3-212(1), the official record of the minutes of the meeting is in audio form, located at cascadecountymt.gov and the Clerk and Records Office. This is a written record of the meeting to reflect all the proceeding of the Board. MCA 7-2-2611 (2) (b). Timestamps are indicated below, in red, and will direct you to the precise location should you wish to review a specific agenda item audio segment. This written record is in draft form until officially approved on February 26, 2019.

PRESENT:

Cascade County Commission: Chairman Joe Briggs, Commissioner James L. Larson, Commissioner Jane Weber

Present: Carey Ann Haight – County Attorney, Mary Embleton – Budget Officer, Matthew Pfeninger – Accounting, Diane Heikkila – Treasurer, Kyler Baker – Deputy Clerk and Recorder.

Public: Jenn Rowell – Media

Meeting Called to order at 9:30 a.m.

Agenda Item #1: 00:27

Motion to Approve or Disapprove:

Resolution 19-13: Short Term Investment Pool (STIP) for the Cascade County Treasurer's Office to meet the new requirements set by the Montana Board of Investments.

Carey Ann Haight, Deputy County Attorney, elaborates. **00:39**

Commissioner Weber made a **MOTION** to approve Resolution 19-13: a Resolution Authorizing Participation in the Board of Investments of the State of Montana (MBOI) Short Term Investment Pool (STIP) and Authorizing the Execution and Delivery of Documents Related Thereto, appointing Diane Heikkila as Representative and Matthew Pfeninger as an authorized delegate. **05:48**

Motion carries 3-0 06:16

Agenda Item #2: 06:20

Motion to Approve or Disapprove:

Resolution 19-14: Budget Appropriation increasing funds for the Fox Farm RSID Debt Service Fund #3525 Total Amount: \$5,198

Mary Embleton, Budget Officer, elaborates. **06:42**

Commissioner Larson made a **MOTION** to approve Resolution 19-14: increasing the appropriation for the Fox Farm RSID Debt Service Fund #3525 in the amount of \$5,198 offset by unanticipated revenues of \$5,198 from the early payoff process. 08:40

Motion carries 3-0 09:16

Public comment on any public matter that is not on the meeting agenda and that is within the Commissioners' jurisdiction. None

Adjournment: Chairman Briggs adjourned this special meeting at 9:39 a.m.

CASCADE COUNTY WORK SESSION MINUTES
COMMISSION CHAMBERS COURTHOUSE ANNEX
February 20, 2019 – 2:00 P.M.

Notice: Pursuant to MCA 2-3-212(1), the official record of the minutes of the meeting is in audio form, located at cascadedcountymt.gov and the Clerk and Records Office. This is a written record of this meeting to reflect all the proceedings of the Board. MCA 7-4-2611 (2) (b). Timestamps are indicated below, in red, and will direct you to the precise location should you wish to review a specific agenda item audio segment. This written record is in draft form until officially approved on January 22, 2019.		COMMISSION MINUTES JOURNAL # 59
Board of Cascade County Commissioners: Chairman Joe Briggs, Commissioner James L. Larson – Commissioner Jane Weber – excused		
Staff Present: Carey Ann Haight – Deputy County Attorney, Les Payne – Deputy Public Works Director, Jessie Slaughter – Sheriff, Kim Theil-Schaaf – Aging Services Director, Diane Brien – Accounting, Diane Heikkila – Treasurer, Matthew Pfeninger – Accounting, Mary Embleton – Budget Officer, Bonnie Fogerty – Commission Office, Kyler Baker – Deputy Clerk and Recorder		
Public Members Present: Mardi Milligan, Jody Kalafat, Jenn Rowell		
Commissioner Larson opened the work session meeting at 2:00 pm		
Treasurer's Monthly Report: Bank Balances, Investments, Revenues and Disbursements		
Consent Agenda Items:	Department:	
Resolution 19-12: Budget Appropriation increasing funds for the Capital Building Reserve Fund 4011 and the Adult Detention Center Capital Improvement Fund 4140 to transfer the rebate from LED Lighting project at ADC. Total Amount: \$14,689	JDC 01:05	
Resolution 19-15: Budget Appropriation increasing funds for the Edward Byrne Memorial Justice Assistance Grant Program. Total Amount: \$25,410 (Ref: Contract 16-52, R0325630)	CCSO 02:32	
Contract 19-12: Amendment #2 to Agreement with Great Falls Public Schools District No. 1 & A, authorization for a School District Investment Account. (Ref: Contract 14-91, R0292878 & Contract 13-141, R0280717)	Commission 08:08	
Contract 19-15: Cooperative Agreement and Noxious Weed Management Plan between City of Great Falls and Cascade County Weed Management District. Effective: Date of Signing (Annual Review).	Weed and Mosquito 09:32	
Contract 19-16: Agreement between Cascade County Weed & Mosquito Management District and JHS, Inc. (Contractor) Purpose: To provide mosquito abatement services via aerial application and to secure, maintain, and pay for all permits/fees/licenses. Effective: Upon signing – December 31, 2019. Cost: \$6,500 towards mobilization costs, due upon signing. \$12.50/per acre, application costs. \$645/per hour (1 hour minimum) for aerial adulticiding. (renewal)	Weed and Mosquito 10:01	
Contract 19-17: MT DPHHS Contract #19027210050 for the Commodity Supplemental Food Program. Effective: October 1, 2018 – September 30, 2019 Total: \$5,829 (609 clients @ \$3 per client/per month). (renewal)	Aging Services 11:55	
Contract 19-18: Memorandum of Agreement by and between Russell County Drug Task Force (RCDTF), Cascade County Sheriff's Office (CCSO) and the Conrad Police Department (CPD) to delineate responsibilities of the RCDTF. The Task Force is funded through a Rocky Mountain HIDTA Grant.	CCSO 13:25	
Contract 19-19: 2018 Montana Internet Crimes Against Children Task Force Grant Award Grant Number: 2018-MC-FX-K006. Funding cycle ends on September 30, 2019. Total Amount: \$8,500	CCSO 14:15	

ADDED ITEMS TO CONSENT AGENDA

Kim Theil-Schaaf added an Amendment to Contract 19-17. This Amendment was assigned Contract 19-21 and was agreed to be added to the consent agenda. **18:57**

Experience Works SCSEP Host Agency Agreement was assigned Contract 19-22 and was agreed to be added to the consent agenda. **20:28**

CASCADE COUNTY WORK SESSION MINUTES
COMMISSION CHAMBERS COURTHOUSE ANNEX
February 20, 2019 – 2:00 P.M.

AGENDA ITEM #1 25:01

Award: Juvenile Detention Center Fire Alarm System – Central Technologies, LLC Total Cost: \$9,854
Les Payne, Deputy Public Works Director, elaborates.

Adjournment: Commissioner Larson closed the work session meeting at 2:27 p.m.

February 26, 2019

Resolution #19-12

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: Budget Appropriation increasing funds for the Capital Building Reserve Fund 4011 and the Adult Detention Center Capital Improvement Fund 4140 to transfer the rebate from LED Lighting project at ADC.

INITIATED AND PRESENTED BY: Mary K. Embleton, Budget Officer

ACTION REQUESTED: Approval of Resolution #19-12

BACKGROUND:

The purpose of this resolution is to amend the budgets for the Capital Building Reserve Fund #4011 and the ADC Capital Improvement Fund #4140 to transfer cash from the Northwestern Energy rebate program for installing LED lighting in various county buildings. In FY2018, the ADC Capital Improvement Fund #4140 paid for LED lighting in the amount of \$74,250.20. The rebate issued by Northwestern Energy totaled \$14,689 for the project. However, the rebate was erroneously deposited into Fund 4011 Capital Building Reserve in FY2018. The error was recently discovered which necessitates the transfer of \$14,689 in cash from Fund 4011 to Fund 4140 for FY2019. A budget amendment is needed to accommodate the transfer by increasing the expenditure budget in Fund 4011 to Transfer Out the cash with the corresponding increase in the revenue budget in Fund 4140 to record the Transfer In of the cash.

RECOMMENDATION: Approval of Resolution #19-12.

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chair, I move that the Commission **APPROVE** Resolution #19-12 increasing the appropriation for the Capital Building Reserve Fund #4011 Transfer Out in the amount of \$14,689 and increasing the revenue budget for Adult Detention Center Capital Improvement Fund #4140 Transfer In in same amount.

MOTION TO DISAPPROVE:

Mr. Chair, I move that the Commission **DISAPPROVE** Resolution #19-12 increasing the appropriation for the Capital Building Reserve Fund #4011 Transfer Out in the amount of \$14,689 and increasing the revenue budget for Adult Detention Center Capital Improvement Fund #4140 Transfer In in same amount.

February 26, 2019

Resolution #19-15

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: Budget Appropriation increasing funds for the Edward Byrne Memorial Justice Assistance Grant Program.

INITIATED AND PRESENTED BY: Mary Embleton, Budget Officer

ACTION REQUESTED: Approval of Resolution #19-15

BACKGROUND:

The purpose of this resolution is to amend the budget to utilize the grant funds from the Edward Byrne Memorial Justice Assistance Grant program (JAG), a Federal grant program awarded jointly to the City of Great Falls and Cascade County Sheriff's Office. Two amounts were awarded: \$10,735 for Watchguard Mobile Digital Video equipment in September 2017 via Resolution 17-91 and \$9,940 for Watchguard Body Worn Camera equipment in September 2018 via Resolution 18-75. The Cascade County Sheriff's Office obtained a quote for the equipment totaling \$25,410 and wish to utilize the grant funding for this purchase. The difference between the grant awards (\$20,675) and the quote (\$25,410) is \$4,735 which will be transferred from Public Safety Fund #2301 as support. The JAG grant activity will be accounted for in Fund #2918.

RECOMMENDATION: Approval of Resolution #19-15.

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chair, I move that the Commission approve Resolution #19-15 increasing the appropriation for the JAG grant Fund #2918 in the amount of \$25,410 and increasing the grant revenue budget in the amount of \$20,675 plus Transfer In in amount of \$4,735.

MOTION TO DISAPPROVE:

Mr. Chair, I move that the Commission disapprove Resolution #19-15 increasing the appropriation for the JAG grant Fund #2918 in the amount of \$25,410 and increasing the grant revenue budget in the amount of \$20,675 plus Transfer In in amount of \$4,735.

February 26, 2019

Contract 19-12

Agenda Action Report
prepared for the
Cascade County Commission

ITEM

Contract 19-12
Second Addendum to the Agreement Between
Great Falls Public School District No. 1 and
Cascade County Authorizing School District
Investment Accounts

INITIATED AND PRESENTED BY

Carey Ann Haight, Deputy County Attorney

ACTION REQUESTED

Approve Contract 19-12

BACKGROUND:

MCA sec. 20-9-235(4)(a) requires school districts to enter into agreements with the County Treasurer if the School Districts desire to establish school district accounts. The Great Falls Public Schools District 1 has, since at least September 24, 2001, contracted with Cascade County and the County Treasurer to establish such accounts. The last formal contract, identified as Contract 13-141 had an expiration date of June 30, 2013, necessitating the parties sign an addendum, identified as Contract 14-91, which extended the contract term through June 30, 2019. Contract 19-12, before the Board of County Commissioners today, is a Second Addendum which serves to extend the original Contract 13-141, authorizing the County Treasurer to establish the school district accounts through June 30, 2024.

RECOMMENDATION: Approval of Contract 19-12.

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION:

Mr. Chairman, I move that the Board of Cascade County Commissioners **APPROVE** Contract 19-12, a Second Addendum to the Agreement between the Great Falls Public Schools District 1 and Cascade County authorizing the School District Investment Accounts.

MOTION:

Mr. Chairman, I move that the Board of Cascade County Commissioners **DISAPPROVE** Contract 19-12, a Second Addendum to the Agreement between the Great Falls Public Schools District 1 and Cascade County authorizing the School District Investment Accounts.

February 26, 2019

Contract #19-15

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: Cooperative Agreement and Noxious Weed Management Plan Between the City of Great Falls and The Cascade County Weed Management District

INITIATED AND PRESENTED BY: Weed & Mosquito Division/Joshua Blystone

ACTION REQUESTED: Approval of Contract #19-15

BACKGROUND: The purpose of this agreement is to outline the mutual responsibilities for management and control of noxious weeds on City owned and/or administered lands within the bounds of the District.

RECOMMENDATION: Approval of Contract #19-15

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE: Mr. Chair, I move that the Commission **APPROVE** Contract #19-15, agreement to outline the mutual responsibilities for management and control of noxious weeds on City owned and/or administered lands within the bounds of the District.

MOTION TO DISAPPROVE: Mr. Chair, I move that the Commission **DISAPPROVE** Contract #19-15, agreement to outline the mutual responsibilities for management and control of noxious weeds on City owned and/or administered lands within the bounds of the District.

February 26, 2019

Contract #19-16

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: Agreement between Cascade County Weed & Mosquito District and JHS, Inc.

INITIATED AND PRESENTED BY: Weed & Mosquito Division/Joshua Blystone

ACTION REQUESTED: Approval of Contract #19-16

BACKGROUND: The purpose of this agreement is to have JHS, Inc. provide mosquito abatement services via aerial application and to secure, maintain, and pay for all permits/fees/licenses.

RECOMMENDATION: Approval of Contract #19-16

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE: Mr. Chair, I move that the Commission **APPROVE** Contract #19-16, agreement to have JHS, Inc. provide mosquito abatement services via aerial application and to secure, maintain, and pay for all permits/fees/licenses.

MOTION TO DISAPPROVE: Mr. Chair, I move that the Commission **DISAPPROVE** Contract #19-16, agreement to have JHS, Inc. provide mosquito abatement services via aerial application and to secure, maintain, and pay for all permits/fees/licenses.

Contract #19-17

ITEM:

ACTION REQUESTED:

PRESENTED BY:

Kim Thiel-Schaaf, Aging Services Director

RECOMMENDATION:

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE: Mr. Chair, I move that the Commissioners **APPROVE** Contract #19-17 acceptance of the annual contract between Montana DPHHS and Cascade County Aging Services for the administration of the USDA Commodities Supplemental Food Program.

MOTION TO DISAPPROVE: Mr. Chair, I move that the Commissioners **DISAPPROVE** Contract #19-17 acceptance of the annual contract between Montana DPHHS and Cascade County Aging Services for the administration of the USDA Commodities Supplemental Food Program.

February 26, 2019

Contract #19-18

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: MOA with Russell Country Drug Task Force
(RCDTF), CCSO, and the Conrad Police
Department

INITIATED & PRESENTED BY: Undersheriff Cory Reeves
Cascade County Sheriff's Office

ACTION REQUESTED: Approval of Contract #19-18

BACKGROUND:

The purpose of this MOA is to delineate the responsibilities of the RCDTF, its personnel and to formalize relationships between the agencies for planning, training and to maximize interagency cooperation.

TERM: The term of this MOA is for the duration of RCDTF's operations.
It may be terminated at any time upon written mutual consent of
the agency involved.

AMOUNT: Funded by a grant via Rocky Mountain HIDTA

RECOMMENDATION: Approval of Contract #19-18

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chair, I move that the Commission **APPROVE** Contract 19-18, MOA with Russell Country Drug Task Force, Cascade County Sheriff's Office and Conrad Police Department.

MOTION TO DISAPPROVE:

Mr. Chair, I move that the Commission **DISAPPROVE** Contract 19-18, MOA with Russell Country Drug Task Force, Cascade County Sheriff's Office and Conrad Police Department.

February 26, 2018

Contract #19-21

Agenda Action Report
prepared for the
Cascade County Commission

ITEM:

Contract #19-21 Amendment Number One to Contract #19027210050 between the Montana Department of Public Health and Human Services and Cascade County Area VIII Agency on Aging

ACTION REQUESTED:

Approve Contract #19-21

PRESENTED BY:

Kim Thiel-Schaaf, Aging Services Director

SYNOPSIS:

The USDA Commodities Supplemental Food Program (CSFP) is administered in Montana by the Department of Public Health & Human Services (DPHHS) and is open to persons over 60 years of age who meet income guidelines. The program provides 40 pounds of staple foods to supplement the diets of low-income elderly in Montana to reduce food insecurity. DPHHS contracts with various agencies throughout the state to ensure that the program is available to anyone who might need it. Cascade County Aging Services provides the program via contract with the state to qualifying clients in Cascade County. MT DPHHS Amendment #1 will reimburse an amount of \$3.00 per client served per month, not to exceed \$9,809.25 through February 28, 2019 under FY2019 Congressional Continuing Resolutions 1, 2 & 3.

RECOMMENDATION:

Approval of Contract #19-21.

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE: Mr. Chair, I move that the Commissioners **APPROVE** Contract #19-21 Amendment #1 to Contract #19027210050 Commodities Supplemental Food Program.

MOTION TO DISAPPROVE: Mr. Chair, I move that the Commissioners **DISAPPROVE** Contract #19-21 Amendment #1 to Contract #19027210050 Commodities Supplemental Food Program.

February 26, 2019

Contract #19-22

Agenda Action Report
prepared for the
Cascade County Commission

ITEM	Contract #19-22: SCSEP Host Agency Agreement
INITIATED BY	Mardi Milligan, Experience Works
PRESENTED BY	Carey Ann Haight, Deputy County Attorney
ACTION REQUESTED	Approve Contract #19-22

BACKGROUND:

Cascade County has had a longstanding relationship with Experience Works in supporting their Senior Community Service Employment Program (SCSEP). The subject Contract represents the annual re-commitment of Cascade County to serve as a Host Agency for Experience Works. Under the SCSEP Host Agency Agreement, Cascade County provides a place where the Experience Works participant can receive training in a community service assignment which is federally subsidized and thus has no cost to Cascade County while enabling Cascade County to actively support meaningful training and work experience for qualified participants.

RECOMMENDATION: That the Commissioners approve and sign Contract #19-22, the SCSEP Host Agency Agreement with Experience Works.

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE: Mr. Chairman, I move that the Board of Cascade County Commissioners APPROVE Contract #19-22, the SCSEP Host Agency Agreement between Cascade County and Experience Works.

MOTION TO DISAPPROVE: Mr. Chairman, I move that the Board of Cascade County Commissioners DISAPPROVE Contract #19-22, the SCSEP Host Agency Agreement between Cascade County and Experience Works.

February 26, 2019

Contract #19-23

Agenda Action Report
Prepared for the
Cascade County Commission

ITEM: 2018 Internet Crimes Against Children Task Force Grant Award #2018-MC-FX-K006

INITIATED AND PRESENTED BY: Sheriff Jesse Slaughter
Cascade County Sheriff's Office

ACTION REQUESTED: Approval of Contract #19-23

BACKGROUND:

The Office of Juvenile Justice & Delinquency Prevention (OJJDP) approved our application for the 2018 Internet Crimes Against Children Task Force Continuation Grant on September 27, 2018. The award number is 2018-MC-FX-K006, for accounting purposes the CFDA number is: 16.543. Funding provides necessary training, equipment, and overtime funding to protect our community's children from online child predators.

TERM: The reimbursement grant funding cycle will end 09/30/2019.
The current grant is a 3-year continuation grant and new Grant Awards letters will be sent out after that time for additional funding for our agency.

AMOUNT: Utilizing funds from the ICAC Grant is \$8500.00. The funds can only be used for ICAC purposes and may be used to cover our expenses as outlined below:
\$ 2000.00 Equipment, Supplies.
\$ 2500.00 Overtime.
\$ 4000.00 Training (registration, airline, shuttles, per diem, lodging)

RECOMMENDATION: Approval of Contract #19-23

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE: Mr. Chair, I move that the Commission **APPROVE** Contract #19-23, 2018 Internet Crimes Against Children Task Force Grant Award #2018-MC-FX-K006.

MOTION TO DISAPPROVE: Mr. Chair, I move that the Commission **DISAPPROVE** Contract #19-23, 2018 Internet Crimes Against Children Task Force Grant Award #2018-MC-FX-K006.

February 26, 2019

Contract #19-24

Agenda Action Report *Prepared for the* **Cascade County Commission**

ITEM: Memorandum of Understanding between the Montana Department of Justice, DOJ/DCI and the Cascade County Sheriff's Office for the Montana Internet Crimes Against Children Task Force

INITIATED AND PRESENTED BY: Sheriff Jesse Slaughter
Cascade County Sheriff's Office

ACTION REQUESTED: Approval of Contract #19-24

BACKGROUND:

The Montana Department of Justice, Division of Criminal Investigation (DOJ/DCI) is the recipient of a United States Department of Justice Office Juvenile Justice and Delinquency Prevention (OJJDP) grant to enforce laws regarding internet Crimes Against Children (ICAC) and DOJDCI utilizes this grant to administer and operate the IAC Task Force.

This Memorandum of Understanding is entered into by the DOJ//DCI and the Cascade County Sheriff's Office with the understanding of maintaining a three-pronged approach to combat Internet Crimes Against Children, specifically prevention, education and enforcement

EFFECTIVE: February 1, 2019 - September 30, 2021
(3 year continuation grant is awarded annually)

RECOMMENDATION: Approval of Contract #19-24

TWO MOTIONS PROVIDED FOR CONSIDERATION:

MOTION TO APPROVE:

Mr. Chair, I move that the Commission **APPROVE** Contract #19-24, Memorandum of Understanding entered into by the DOJ/DCI and the Cascade County Sheriff's Office for the Montana Internet Crimes Against Children Task Force.

MOTION TO DISAPPROVE:

Mr. Chair, I move that the Commission **DISAPPROVE** Contract #19-24, Memorandum of Understanding entered into by the DOJ/DCI and the Cascade County Sheriff's Office for the Montana Internet Crimes Against Children Task Force.

February 26, 2019

Agenda #1

Agenda Action Report
prepared for the
Cascade County Commission

<u>ITEM:</u>	Award of JDC Fire Alarm System
<u>INITIATED BY:</u>	Cascade County Public Works Department
<u>ACTION REQUESTED:</u>	Approval of Contract #19-19 Award
<u>PRESENTED BY:</u>	Les Payne, Public Works Deputy Director

SYNOPSIS:

The Cascade County Public Works Department, and the JDC, went out for quotes to replace the existing Fire Alarm System, that is located at the Juvenile Detention Center, located at 1600 26 St. S. Great Falls MT. The current alarm system, is out dated, and is having issues that are beyond repair. We received two quotes, one from Central Technologies in the amount of \$9,854.00, and the second one from Kenco Security and Technology in the amount of \$15,675.40. Public Works Staff reviewed the quotes in full.

RECOMMENDATION:

After reviewing the quotes from Central Technologies, and Kenco Security and Technology, and receiving recommendations from the staff at the JDC, staff recommends that the Board of County Commissioners award this contract to Central Technologies of Hamilton, MT 59840, for the installation of a new fire alarm system, located at the Juvenile Detention Center, located at 1600 St S Great Falls, MT 59405.

TWO MOTIONS PROVIDED FOR CONSIDERATION

MOTION TO APPROVE:

"I move the Cascade County Commission accept the quote from Central Technologies, for the replacement of a new fire alarm system, located at the Juvenile Detention Center, for a total cost of \$9,854.00, and instruct staff to complete the process."

MOTION TO DISAPPROVE:

"I move the Cascade County Commission not accept the quote from Central Technologies, for the replacement of a new fire alarm system, located at the Juvenile Detention Center, for a total cost of \$9,854.00."

CAPITAL ACQUISITION REQUEST FORM

Completion of this form is **MANDATORY PRIOR** to any Capital Asset Purchase

Date of Request 1/15/2019

Name of Department Requesting: JDC

Budgeted for this fiscal year No

Full Account Number 2870-232-B0220-280.230 & 300.360

Equipment Requested: Install new Fire Alarm System

Vendor Central Technologies

Cost \$9854.00

Were at least 3 quotes received No

Please attach all quotes to this form

Elected Official/Department Head Approval [Signature]

Signature Required

I have reviewed this purchase for budget authority and find it in order.

Budget Officer _____

Signature Required

Two Commissioners are required to approve prior to ordering.

Chairman Of the Board

Approve / Disapprove

Commissioner

Approve / Disapprove

Commissioner

Approve / Disapprove

This form and an inventory control form must be attached to your purchase order

CHANGE OF CASCADE COUNTY FACILITY REQUEST

Instructions: Fill out the form except for approval signatures. Meet with the public works director or assigned employee regarding request and obtain estimate. When all necessary information has been obtained, a meeting will be scheduled to discuss changes and costs with the appropriate officials. When commissioners grant approval the public works director will implement the approved changes. Commissioner and Finance Officer approval will only be required if estimated cost is greater than \$500.00 and/or significant structural change or alteration to a county building will occur.

OFFICE USE ONLY:

Facility Request Reference# _____

DATE OF REQUEST 1/14/19

NAME OF REQUESTOR Shanna Bulik-Chism

TITLE Administrator

BUILDING TO BE CHANGED IDC

ADDRESS 1600 26th St. S.

DESCRIBE IN DETAIL REQUESTED CHANGES AND WHY: Install a new fire alarm system (panel & devices). Current fire system does not work correctly.

LIST COSTS ASSOCIATED WITH CHANGES, ATTACH ANY BID QUOTES ETC. \$9,854 - see attached quote.

DO YOU HAVE BUDGET AUTHORITY FOR COST OF CONSTRUCTION/ALTERATION? ☒ YES ☐ NO

ACCOUNT TO BE CHARGED: 2870-232-BO220-280.230 & 300.360

ARE THERE CITY/STATE BUILDING PERMIT REQUIREMENTS? ☐ YES ☒ NO

IS AN ARCHITECT AND/OR AN ENGINEER'S SERVICES REQUIRED? ☐ YES ☒ NO

DEPARTMENT HEAD SIGNATURE Shanna Bulik-Chism DATE: 1/14/2019

IT DIRECTOR SIGNATURE _____ DATE: _____

FINANCIAL OFFICER SIGNATURE _____ DATE: _____

PUBLIC WORKS DIRECTOR SIGNATURE [Signature] DATE: 1-15-2019

COUNTY COMMISSIONER SIGNATURE _____ DATE: _____

COUNTY COMMISSIONER SIGNATURE _____ DATE: _____

COUNTY COMMISSIONER SIGNATURE _____ DATE: _____

EQUIPMENT PURCHASE & SERVICE AGREEMENT

This Equipment Purchase Agreement ("Agreement"), made and entered into this 8th day of February, 2019, by and between Central Technologies, LLC ("Supplier") located at 309 Airport Road, Hamilton, Montana 59840, and Cascade County ("Purchaser"), a local government created and existing pursuant to the laws of Montana, located at 325 2nd Avenue North, Great Falls, Montana, 59401.

WITNESSETH:

WHEREAS, the Purchaser desires to install a new fire alarm system at the Cascade County Juvenile Detention Center located at 1600 26th Street South, Great Falls, Montana; and

WHEREAS, Supplier is in the business of selling and installing certain fire alarm systems (herein after referred to collectively as "Equipment"); and

WHEREAS, the Purchaser requested a proposal for the purchase of and installation of said fire alarm system, and Supplier submitted a proposal herein incorporated by reference dated December 6, 2018 offering to sell and install said Equipment; and

NOW, THEREFORE, for good and valuable consideration, receipt of which is hereby acknowledged, and in consideration of the terms set forth in this Agreement, the parties agree as follows:

1. **AGREEMENT.** Supplier hereby agrees to sell, convey and transfer to Purchaser all rights, title and interest in and unto the Equipment described above, and install a new fire alarm system using existing wires and replacing the existing panel and devices.

2. **SCOPE OF WORK.** The new fire alarm system will include the fire alarm control panel; pull stations; heat detectors; control relay; smoke detectors; duct detectors; and monitor module.

3. **DURATION & TIME OF WORK.** Supplier agrees that the duration of the project will take as long as reasonably necessary to complete the project. All work will be conducted during normal business hours.

4. **PURCHASE PRICE.** Subject to the terms of this Agreement, the Purchaser hereby orders and purchases from the Supplier, and the Supplier agrees to sell and provide to the Purchaser, the Equipment and related services for the sum of \$9,854.00, excluding any electrical work need for the installation.

5. **BOND.** The performance bond requirements for building or construction projects are waived pursuant to MCA § 18-2-201(4).

6. **SCHEDULE & DELIVERY.** Delivery of the Equipment shall be by common carrier. The Supplier shall notify the Purchaser of delivery particulars in advance of delivery, as may be required by the Purchaser. The parties shall agree upon a schedule to perform all work during normal daylight hours.

7. **ACCEPTANCE.** Upon acceptance by Purchaser of the equipment, which acceptance shall be identified by Supplier taking possession of the equipment, such acceptance shall acknowledge that the equipment is in good working order and condition and that Purchaser is satisfied with same based upon Supplier's testing and written assessment.

8. INSTALLATION. The Supplier shall install the Equipment at the delivery site on the date Supplier notified Purchaser of delivery and schedule as set forth above. The Purchaser shall make available to the Supplier free and clear access to a specific number of devices each day.

9. TESTING. Supplier agrees to test all Equipment installed and provide Purchaser with all findings following completion.

10. TITLE TO EQUIPMENT. Supplier represents that it owns all Equipment described herein free and clear and that such Equipment is free of all liens.

11. RISK OF LOSS. All risks of damage to or loss of the Equipment until delivery of the Equipment to the Purchaser shall be assumed by the Supplier.

12. MAINTENANCE AND REPAIR. All maintenance and repair costs to the equipment shall be paid by Purchaser and Supplier is hereby relieved from any responsibility to maintain or repair said equipment, unless said Equipment is covered by any warranty discussed below.

13. WARRANTIES. Equipment and manufacturing workmanship are warranted against defects for two (2) year after installation. Warranty is limited to repair or replacement of equipment deemed to have failed under regular conditions of normal use and excludes failures attributable to misuse or vandalism. Installation of the Equipment is warranted against defects in workmanship for one (1) year.

14. INDEMNIFICATION. Purchaser shall indemnify, protect and hold harmless the Supplier, its agents, servants, successors and assigns from and against all losses, damages, injuries, claims, demands and expenses, including legal expenses, of whatever nature, arising out of the use, condition or operation of any item of the equipment, regardless of where, how and by whom operated. Purchaser shall assume the settling of, and the defense of any suits or other legal proceedings brought to enforce all such losses, damages, injuries, claims, demands and expenses and shall pay all judgments entered in the suit for other legal proceedings. The indemnification and assumptions of liability and obligation herein provided shall continue in full force and effect notwithstanding the termination of this agreement, whether by expiration of time, by operation of law or otherwise.

15. GOVERNING LAW. This Agreement shall be governed by the laws of the State of Montana. Venue shall be the Eight Judicial District, Cascade County, Montana. Each party will be responsible for their own attorney fees and costs.

16. ENTIRE AGREEMENT. This Agreement represents the entire understanding and agreement between the parties. There are no other courses of dealing, understanding, agreements, representations or warranties, written or oral, except as set forth herein. This Agreement may not be amended or modified, except by a written agreement signed by all parties hereto.

17. SEVERABILITY. Any provision of this Agreement that is held void or invalid, such provision shall be deemed severed from the Agreement and the remainder of the Agreement shall remain in full force and effect.

18. WAIVER. Failure of either party to enforce any of the provisions herein shall in no way be construed to be a waiver of such provisions. Such failure shall not in any way affect the right of a party to thereafter enforce each and every provision of the Agreement. No waiver of any breach of any provision of this Agreement shall constitute a waiver of any subsequent breach of any provision of this Agreement.

IN WITNESS WHEREOF, the parties hereto have affixed their signatures on the date appearing beside their respective signatures.

SUPPLIER:

Central Technologies, LLC
Name of Supplier

[Signature]
Authorized Signature

Derek J. Lee
Printed Name

Owner
Title

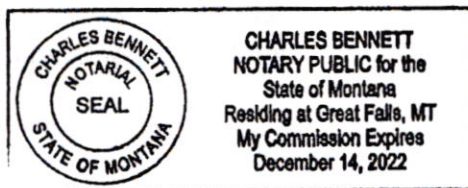
STATE OF MONTANA)

:.SS

County of CASCADES)

This instrument was signed or acknowledged before me by Derek Lee, a representative of Central Technologies, LLC on this 3 day of FEBRUARY 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year in this certificate first above written.



[Signature]
Notary Public for the State of MONTANA
Residing at CASCADES
My Commission expires: 12/14/2022

PURCHASER:

BOARD OF COUNTY COMMISSIONERS

PURCHASER:

BOARD OF COUNTY COMMISSIONERS
CASCADE COUNTY, MONTANA

Joe Briggs, Chairman

Jane Weber, Commissioner

Jim Larson, Commissioner

ATTESTATION

On this ____ day of _____, 2019, I hereby attest the above-written signatures of the Cascade County Board of County Commissioners.

Rina Fontana Moore, Clerk and Recorder

* APPROVED AS TO FORM:
Josh Racki, County Attorney

Deputy County Attorney

* The County Attorney has provided advice and approval of the foregoing document language on behalf of the Board of Cascade County Commissioners, and not on behalf of other parties or entities. Review and approval of this document by the County Attorney was conducted solely from a legal perspective and for the exclusive benefit of Cascade County. Other parties should not rely on this approval and should seek review and approval by their own respective counsel.



December 6, 2018

Cascade County Juvenile Detention Center
ATTN: Kelsey Klundt

Re: Installing a new fire alarm system in JDC. We will be reusing the existing wires and we will be replacing the panel and the devices.

Installation of Camera System:

- | | |
|------------------------------------------|----------------------------------|
| (1) Addressable Fire Alarm Control Panel | (43) Addressable Smoke Detectors |
| (4) Addressable Pull Stations | (4) Addressable Duct Detectors |
| (7) Addressable Heat Detectors | (3) Addressable Monitor Module |
| (4) Addressable Control Relay | |

Total Installation: \$9,854.00

Notes:

- * All work will be done during normal business hours.
- * This estimate is given with the understanding that we can get into all areas with minimal wait time.
- * This price excludes any electrical work that might be needed for the installation.
- * It is a Central Technologies' policy that all materials be prepaid prior to ordering equipment and commencement of work.

Sign

Date: 1/14/19

Print

Shanne Bullock-Chion

Title: Administrator

Derek J. Lee

Central Technologies, LLC
(406)868-7302
derek@callcentraltech.com

309 Airport Road
Hamilton, MT 59840
www.callcentraltech.com
406.868.7302

CHANGE OF CASCADE COUNTY FACILITY REQUEST

Instructions: Fill out the form except for approval signatures. Meet with the public works director or assigned employee regarding request and obtain estimate. When all necessary information has been obtained, a meeting will be scheduled to discuss changes and costs with the appropriate officials. When commissioners grant approval the public works director will implement the approved changes. Commissioner and Finance Officer approval will only be required if estimated cost is greater than \$500.00 and/or significant structural change or alteration to a county building will occur.

OFFICE USE ONLY:

Facility Request Reference# _____

DATE OF REQUEST 1/14/19

NAME OF REQUESTOR Shanna Bulik-Chism

TITLE Administrator

BUILDING TO BE CHANGED IDC

ADDRESS 1600 26th St. S.

DESCRIBE IN DETAIL REQUESTED CHANGES AND WHY: I install a new fire alarm system (panel & devices). Current fire system does not work correctly.

LIST COSTS ASSOCIATED WITH CHANGES, ATTACH ANY BID QUOTES ETC. \$9,854 - see attached quote.

DO YOU HAVE BUDGET AUTHORITY FOR COST OF CONSTRUCTION/ALTERATION? ☒ YES ☐ NO

ACCOUNT TO BE CHARGED: 2870-232-BO220-200.230 + 300.360

ARE THERE CITY/STATE BUILDING PERMIT REQUIREMENTS? ☐ YES ☒ NO

IS AN ARCHITECT AND/OR AN ENGINEER'S SERVICES REQUIRED? ☐ YES ☒ NO

DEPARTMENT HEAD SIGNATURE Shanna Bulik-Chism DATE: 1/14/2019

IT DIRECTOR SIGNATURE _____ DATE: _____

FINANCIAL OFFICER SIGNATURE _____ DATE: _____

PUBLIC WORKS DIRECTOR SIGNATURE [Signature] DATE: 1-15-2019

COUNTY COMMISSIONER SIGNATURE _____ DATE: _____

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